

Huron County Airport Authority  
Minutes  
For Regular Meeting, Monday, July 19, 2021; 1:30 p.m.

Present: Scott Sparks, Nick Burch, Michael Barefoot

Public Comments:

- Food Truck Fly-In Event: Good turn-out for being “rained out” - 150+ visitors; Young Eagles cancelled due to rain but they are invited back for our Open House on Aug. 21<sup>st</sup>; food truck sales approx. \$1,400 between the two trucks. Thanks for help from Friends group; Skip Wilde also visited.
- Many thanks to Jon Christman and his wife for all the work painting and fixing up the office building – they did a wonderful job, it looks great!

Approval of Minutes from Regular Meeting: June 7, 2021: Scott moved; Nick seconded. Passed

Operational and Financial Report June 30, 2021

**June 2021 Fuel Sale**

AVGas:	\$4,820.17	Gallons:	820.42
Jet A:	\$5,029.72	Gallons:	1,323.61

**As of April 30, 2021**

Civista 9494

Cash in Bank: 18,587.96

**Total Income / Loss**

Net Income YTD: 65,718.60

Total Expenses YTD: 60,999.45

Net Income/ Loss YTD: 4,719.15

**Airport Income/ Loss**

Net Income YTD: 65,718.60

Total Expenses YTD: 60,999.45

Net Income/ Loss YTD: 4,719.15

**Grant Income/ Loss**

Net Income YTD: -

Total Expenses YTD: -

Net Income/ Loss YTD: -

Approval of June 30, 2021 Financials: Mike moved; Nick seconded. Passed.

Approval to Pay Invoices: \$13,301.51: Mike moved; Nick seconded. Passed.

Old Business:

- Consultant Report
  - 6/7/2021: Master Plan was approved by FAA ADO; More discussion is needed going forward because HCAA Board has not and will not approve this current Master Plan with the runway reductions currently submitted.
  - Master Plan Discussion – see notes after New Business.
  - ACIP Questions from Scott – seen notes after Master Plan Discussion.

#### Old Business Con't:

1. Food Truck Fly-in Recap See Public Comments.
2. Open House (8/21) update: –: Life Flight, Civil Air Patrol (new 182), Young Eagles may be in attendance, Highway Patrol traffic chopper will do a fly over if available (Michael reaching out).
3. Hangar D: roof STILL leaking bad; doors “binding” – VERY hard to open, MUST fix.
  - a. Metal roof – get someone to look at it
  - b. John Beck to look at doors. Inside not too bad. Replace rollers on outside? Outside binds to inside.
4. Credit Card for the Airport – Renée: online application requires individual’s personal information; going to try calling to see if we can bypass this as there are no individual owners. Otherwise, board can get Debit/credit cards for Civista checking account to be used as needed.
5. Other Old Business?
  - a. Commissioners approved funds up to \$25,000 to clean out ditches to help with drainage issue – 2 projects waiting for this to be completed. Working on getting three bids at this time. Will complete ASAP.
  - b. Jennifer Ott, Project Noel – Painted picnic tables and planted flowers at Airport.
  - c. No payment from Kurt Miller at time of meeting. (Note: payment in full was in toe PO Box after board meeting.)
  - d. Sat/Sun during Oshkosh 2021 Event Scott will be at the Airport cooking hot dogs.
  - e. Both AVGas and JetA were reduced by \$0.50 trough Sunday Aug 1<sup>st</sup> for the Food Truck Fly-in and Oshkosh event

#### New Business:

1. Replace lights: 20-22 lights out – burnt out or electrical issue? Michael will check and replace if possible. Jess Howard Electric helped in the past; Lance Wanamaker will send part #, etc. again for new board’s reference. LED lights are not an option – can’t mix with “regular” lights, also an issue during the winter.
2. Radio Speaker outside: needs replaced: cord shredded, need new wiring/speaker(?) so communications radio can be heard outside...in progress.
3. Cameras: fuel bay, etc.: needed for security, data collection, etc. Could possibly fall under a Homeland Security Grant. Tabled until Lance can find out more.
4. Other New Business?
  - a. Resolution: generate letter to the FAA Detroit office that the current HCAA Board of Directors is not closing this Airport and that we are rescinding any discussions about shortening, moving or otherwise changing the runway. Nick moved; Michael seconded. Passed.
    - i. Dan LeClair agreed to write a draft letter for the board to review and amend as needed before their final draft is then sent to the Detroit office.
    - ii. After discussion with Lance, letter will also include a statement that we would like to see a Mill and Fill Rehabilitation to the runway.
5. Jon C. extended his WIFI to Airport office building so it works well now; testing a different phone program in continued pursuit of trying to free ourselves of Frontier for cost of \$18/year to virtualize.

#### Master Plan Discussion with Michael Baker Int’l Reps:

- Runway being shortened will NOT be approved by the HCAA board. We want, ideally to extend it but at the very least keep it as it is.
- Since the: Master Plan was approved by FAA ADO we will have to talk with the FAA to see what the next steps will be; we are objecting to the Master Plan so it’s new territory.
  - Plan a meeting with FAA to find out what we can do; nothing will happen quickly.
  - Need clarification on whether we are running off 2007 or this newest Master Plan. Lance @ Michael Baker, Int’l. based on the latest e-mail that was sent believes the FAA ADO approved the latest Master Plan, which would mean that is the one they would consider us to be running off of. Where are we standing, legally, with respect to old vs. new and at what point does one supersede the other?
  - King Air owner and other pilots definitely DON’T want the runway to be shortened or they wouldn’t be able to use our facility.
  - Reach out to Alex to set up a meeting with FAA, include Michael Baker, Int’l.

ACIP Discussion:

- Typically created the last couple months of the year; working document to figure out what you want and where you're going – resolution of the Master Plan helps guide a lot of it. Oct/Nov. FAA sets up a planning call each year to walk through ACIP as it is and determine if everyone is on the same track. Then finalize ACIP and submit to ODOT and FAA & do a pre-application if you do have a project for the following year.
- Re: obstruction removal: no one will give you money unless you own the land your taking trees off of or you have legal right. FAA prefers you own the land fee simple. ODOT is typically the easier path because they will accept a written legal document that allows you to go on the land to take off trees. That is usually Michael Baker Int'l recommendation for obstruction removal because it's a good ODOT grant. You just need something drawn up with the land owner by your lawyer that says, yes, we have the right for "x" amount of time to come on here, remove the trees, stumps, etc. \* This agreement needs to be in place PRIOR to the approval of the grant. (Ask for a good year to 18 mos. time frame for this agreement in order to allow time for all the paperwork to process.) Generally, 10/15 – 4/15 best time frame for tree cutting.
- Runway lights, painting of #'s, etc.: can go through ODOT or FAA. ODOT may be reluctant to award any money at this time because the Master Plan is in flux.
- Keeping runway as is, what, if anything can we do to fix the cracks etc. that needs fixing? (Last project about 5 years ago). If FAA is agreeable to maintaining what we currently have, we would probably be able to do a Rehabilitation Project = not losing our 15 ft.; Mill & Fill Project that gets done as is. (Reconstruction Projects are what initiate any kind of change). They like to see Maintenance/Rehabilitation.
- Clarification request from the floor re: Michael Baker, Int'l as Consultant for the Airport take their direction from the currently elected Airport BOD. The agreement is technically with both the Commissioners and the HCAA but Lance stated that he has never received direction from the Commissioners.

Vote to go into Executive Session at 2:50 p.m. Returned from Executive Session and Adjourned meeting at 3:10 p.m.

Date of next meeting: Aug. 9, 2021 @ 1:30pm